



**COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY**

Building Department

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Craig Griesbach, Building Director

MEMORANDUM

DATE: OCTOBER 2, 2017
TO: BUILDING DEPARTMENT STAFF/CUSTOMERS
FROM: CRAIG GRIESBACH, DIRECTOR OF BUILDING
COMMUNITY DEVELOPMENT AGENCY
(530) 265-1583

SUBJECT: EASTERN NEVADA COUNTY BUILDING INSPECTIONS

The Nevada County Building Department is expanding service in Eastern Nevada County by offering inspections by appointment on Thursdays. During the last two (2) building seasons development has continued to increase at a steady pace. Due to this increase the Nevada County Building Department recognizes the need to improve customer service to the Eastern Nevada County development community. The Department has analyzed the options to improve services in this area of the County and has created options for customers to improve inspection services in Eastern Nevada County.

As of June 25, 2012 all inspections for the Eastern Nevada County area were to be scheduled for and performed on Mondays only. If Monday was a Federal holiday, inspections were conducted on the next business day. Eastern Nevada County includes all areas of Unincorporated Nevada County East of Yuba Gap to the Nevada State line and the Bowman Lake area, Yuba Gap, Kingvale, Soda Springs, Truckee and Floriston.

During the 2017 summer building season the Nevada County Building Department has modified the 2012 policy for Monday inspections in an effort to improve customer service in Eastern Nevada County. The Department has offered Thursday inspections by appointment as an alternative option for another weekly inspection day. For minor inspections the Department has also initiated a pilot program for digital inspections for certain projects (reroof projects, underground trench inspections, etc).

In an effort to continue to improve Building Department services in Eastern Nevada County the Building Department will continue to offer inspections by appointment on Thursdays and complete digital building inspections for eligible projects/inspections. The following are procedures for scheduling inspections in Eastern Nevada County effective October 2, 2017.

- Monday inspections must be scheduled online by Sunday at 12:00pm. It is best practice to schedule inspections sooner than the cutoff date/time as the inspection schedule fills up during the busy building seasons. (Schedule online at <https://permits.mynevadacounty.com/citizenaccess/>)

- Thursday inspections must be requested via email at BuildingDept@co.nevada.ca.us or by phone at (530) 265-1222 two (2) business days prior to the requested Thursday inspection date. Building staff will contact the requesting party within 24hrs of the request to confirm the inspection date depending on staff availability and inspection demands.
- Digital inspections must be requested via email at BuildingDept@co.nevada.ca.us or by phone at (530) 265-1222 two (2) business days prior to the requested inspection date. Building staff will contact the requesting party within 24hrs of the request to confirm the inspection date depending on project applicability, staff availability and inspection demands. The person onsite completing the digital building inspections with the Building Department staff member shall have mobile service at the project site and have Facetime or Skype installed on their mobile device(s).